

TOP SECRET RUFF

TCS 15056/72
IAS 113/72
8 August 1972
Copy 3

25X1A
MEMORANDUM FOR: [REDACTED] DDI Planning Officer
SUBJECT : Management Review and Improvement Program

We have prepared this paper in response to your request for Informa- 25X1A
tion for the Management Review and Improvement Program. We have followed
the suggested format to the extent possible. Should you have any questions
regarding the paper's content, please direct them to [REDACTED]
Special Assistant, Imagery Analysis Service, extension [REDACTED] 25X1A

AUTOMATIC DATA PROCESSING (ADP) IMPROVEMENTS

Significant Improvements in Imagery processing and exploitation as a result of using an ADP capability:

I. Planned for the Current Year (FY 1973)

During FY 1973 IAS will complete the development of computer based
files which will allow analysts to input, manipulate, and retrieve data
related to:

a. Photo coverage and activity data at SS-7 and SS-8 ICBM sites.
The main purpose of this file is to assist analysts in identifying
and understanding the significance of activities and modifications
observed at these sites.

b. Photo coverage and activity at SA-5 complexes. The main
purpose of this file is similar to (a) above.

52-0002
CLASSIFIED BY
EXEMPT FROM GENERAL DECLASSIFICATION
SCHEDULE OF E. O. 11652, EXEMPTION CATEGORY:
§ 5B(1), (2), (3) or (4) (circle one or more)
AUTOMATICALLY DECLASSIFIED ON
Approval of DCI
(unless impossible, insert date or event)

WARNING NOTICE
SENSITIVE INTELLIGENCE SOURCES
AND METHODS INVOLVED

TOP SECRET RUFF

~~TOP SECRET RUFF~~

TCS 15056/72
IAS 113/72

SUBJECT: Management Review and Improvement Program

c. The construction status of Chinese airfields, including data on underground facilities and aircraft deployment patterns. This file will allow the rapid production of six month summary reports.

d. Requirements and project management. This file, which contains all IAS projects, will simplify their management, save manpower, and facilitate information handling.

2. Achieved in the Past Year (FY 1972)

During the past year (FY 1972) IAS developed a computer based file which permits the manipulation and recall of data on activities observed at Soviet single silo ICBM sites. The file contains information extracted from over ten thousand frames of photography. It forms a data base the purpose of which is identical to 1(a) above.

25X1A

Management of Computer Facilities:

IAS uses but does not manage the computer facilities of [REDACTED]. The management of the resources is the responsibility of NPIC.

PRODUCTIVITY IMPROVEMENTS

Significant Improvements in productivity planned for current year (FY 1973):

1. Equipment

25X1A A new light table was developed by IAS in FY 1972 to more effi-
ciently [REDACTED] Forty-two of these tables will be placed in
25X1A operation in IAS in FY 1973. The new table allows analysts to simultaneously
use two rolls [REDACTED] for stereo viewing. In this respect it is
25X1A similar to the 1540 light table, the only other table we could have pur-
chased to [REDACTED] The IAS-developed table costs less than half

~~TOP SECRET RUFF~~

TOP SECRET RUFF

Approved For Release 2001/08/01 : CIA-RDP82T00285R000100040011-9

TCS 15056/72
IAS 113/72

SUBJECT: Management Review and Improvement Program

the 1540 and occupies 44 percent less space. Maintenance and electric power requirements are also less for this table. Finally, it should measurably speed the assimilation of new imagery and improve the accuracy of reporting during mission assessments.

2. Organization

We completed an in-depth review of supporting elements in FY 1972 resulting in a major support reorganization that went into effect at the beginning of FY 1973. As a result of this reorganization, we modernized our support structure and reduced the total number of support positions, which allowed us to create two new Imagery analyst positions.

Significant Improvements in productivity achieved in past year (FY 1972):

1. Imagery Reporting

Formal reporting (Imagery Analysis Reports, Imagery Research Aids, Basic Imagery Interpretation Reports, and Imagery Analysis Service Notes) for FY 1972 (148 reports) was slightly lower than in FY 1971 (155 reports). This level of reporting is consistent with IAS policy to hold formal reporting, with its wide distribution of a large number of copies, to a minimum to keep costs down.

With the de-emphasis in formal reporting there was a concurrent increase in informal reporting (Inter Office Memoranda and Imagery Analysis Memoranda with distribution normally limited to requesters only). The number of direct responses in memorandum form increased from 678 in FY 1971 to 916 in FY 1972.

In addition, the number of cables produced increased from 86 in FY 1971 to 155 in FY 1972. Cables are normally used by IAS to report out high priority items or those which require rapid electrical dissemination to the field.

2. Equipment

In FY 1972 IAS acquired a Mann Stereocomparator. This comparator gives IAS a new capability to perform stereo mensuration, provide terrain relief data, and to make more accurate height measurements.

TOP SECRET RUFF

~~TOP SECRET RUFF~~

TCS 15056/72
IAS 113/72

SUBJECT: Management Review and Improvement Program

COST REDUCTIONS

Overall cost reduction goal for Fiscal Year 1973:

Although we have no specific goal for FY 1973, we have taken steps to achieve cost reduction by improving equipment design and implementing new procedures to increase efficiency of operations.

Overall cost reductions achieved or estimated and used to finance other approved requirements in:

1. Fiscal Year 1972. Two suggestions by IAS employees resulted in an annual estimated savings of \$4,200. One of these suggestions resulted in the substitution of vugraphs for prints in ground force studies and greatly reduced reproduction costs. The other suggestion resulted in a modification to light tables which simplified their installation, maintenance, and repair.

2. Fiscal Years 1973-1974. Experience indicates that savings up to \$5,000 can be expected to result from the Suggestion Awards Program in each of these two years.

Overall cost reductions achieved and savings reprogrammed to finance other approved requirements in:

1. Fiscal Year 1972. IAS saved \$247,800 in FY 1972 by purchasing in-house designed light tables. (See summary description in final paragraph.)

2. Fiscal Year 1973. Reduced rental costs by change in reproduction equipment estimated at \$4,000.

3. Fiscal Year 1974. Undeterminable.

Summary description of a significant cost reduction of the past year effecting the current or budget year:

The \$247,800 is the amount estimated to have been saved by working with a supplier to furnish 42 light tables (\$4,600 each) of a more compact and

~~TOP SECRET RUFF~~

HANDLE VIA
TALENT-KEYHOLE
CONTROL SYSTEM ONLY

TOP SECRET RUFF

Approved For Release 2001/08/01 : CIA-RDP82T00285R000100040011-9

TCS 15056/72
IAS 113/72

SUBJECT: Management Review and Improvement Program

less complex design. The new tables will be used on [REDACTED] 25X1D
in place of a larger more costly unit costing \$10,500 each (Suggestion
Award 72-239). The new tables are now commercially available to the community.
The funds thus saved were utilized to help finance needed microstereoscopes
for our component. [REDACTED] K1A

Acting Director
Imagery Analysis Service

Distribution:

Cys I&2 - Addressee
3 - ODir/IAS

TOP SECRET RUFF

HANDLE VIA
TALENT-KEYHOLE
CONTROL SYSTEM ONLY